



CLC3 Phase II (Ordnance) Welcome Letter 11 May 2005



This letter is to provide guidance and assist you in planning for CLC3 Phase II (Ordnance) at Aberdeen Proving Ground. For more information about Aberdeen Proving Ground (APG) and Phase II, you can access the Ordnance homepage at: <http://www.goordnance.apg.army.mil/>.

I am MAJ Timothy R. McDonald, your point of contact at APG, MD. If you have an issue that cannot wait between now and the start of class on **25 April, 2005**, please contact me at the number below.

Class begins at **0800, Classroom 207, second floor, building 3147. Uniform is BDU's.**

SGL: MAJ Timothy McDonald
DSN: 298-4195/ 3653
Comm:(410) 278-4195

SGL: CPT Mark Staats
DSN: 298-4195/3653
Comm: (410) 278-4195

SGL: CPT Milton Kelly
DSN: 298-4195/3653
Comm: (410) 278-4195

WHAT to bring:

1. **Computer/printer:** Resources are limited and are first come first serve. It is convenient to possess your own resources, but there are several computers to meet the needs of the class.
2. **Uniforms:** BDUs and PT uniforms, with appropriate seasonal gear (Gore-Tex/Field jacket, etc. P.T. is conducted normally outside).
3. **Civilian attire:** Appropriate for an officer. We will be conducting an industrial tour in civilian attire or business casual. Please bring slacks/khakis, dress shirt and appropriate footwear. (**NO opened-toed, opened-heeled shoes, Capri pants or skirts allowed on plant tour...SAFETY**).
4. **Phase I CD with documents and regulations.**
5. **Calculator and 2 inch loose-leaf binder.** Please bring a calculator and 2 inch binder, or purchase them here at APG.

6. **Copy of Orders.** One copy of every officer's orders will be collected during in processing. International Officers must bring an extra copy of their ITOs as well.

WHAT not to bring:

1. **Pets:** Off post kennels are available. Cost is proportional to size/weight of the pet.
2. **Family:** Your orders will show unaccompanied.

General Administrative Information

1. **PMCS your Privately Owned Vehicle:** You do not want to break down in DC/Baltimore traffic.
2. **Directions:** For APG follow this link: <http://www.goordnance.apg.army.mil/CSD%20Web/School.htm> . The State Route 22 gate is closed during the weekend and after 2000 on weekdays, which means that you will have to enter post via Maryland Blvd. Perform a map reconnaissance prior to execution.
3. **Lodging:** All students will be staying in government furnished quarters. Report to Swan Creek billeting office (bldg 2207 Aberdeen, 410-278-5148) and tell them you are here to attend CLC3, Phase II. Your reservations in your name have already been made. (**International officers will be housed at Swan Creek's international student building**).
4. **In processing:** Will be on the first day in the classroom. Bring one copy of your TDY orders.
5. **Military Training Service Support (MTSS) Program:** While attending CLC3 Phase II, you will be under the MTSS Program.
6. **MTSS and lodging** – Lodging will be at no cost to you during Phase II. After you report (see paragraph 4 above) you will receive your room assignment. Room assignments may be on-post. If rooms are not available on post, the Swan Creek Inn will assign you to a contracted facility off-post. Swan Creek Inn may recall you from off-post contracted hotels if on-post lodging becomes available. You will be notified in writing by Swan Creek Inn when on-post lodging becomes available. Dependents are not authorized to stay with you in any contracted rooms. Students will pay any auxiliary charges incurred that are not covered on your orders (long distance, room service, movie rentals, etc.)
7. **MTSS and transportation** – If you travel by POV, in and around mileage may be authorized by the order-issuing official as follows:

- a. Ten miles a day if assigned on-post lodging at APG and attending training on APG.
- b. Forty miles a day if assigned on post or off post at Edgewood and attending training at APG.
- c. Twenty-five miles a day if assigned to off post lodging and attending school at APG.

8. **MTSS and meals**– You will no longer receive Per Diem payments for meals consumed on each day of class during the week. At no cost to the student, meals will be provided five days a week (Monday through Friday) for breakfast and dinner at installation dining facilities (DFAC) with lunch served at an MWR facility (Top of the Bay) or DFAC. Full meal per diem will be authorized on weekends and federal holidays. You can check on per diem rates at <http://www.dfas.mil/>.

Phase II Class Information

- 1. CLC3 Phase II concentrates on maintenance and ammunition operations. We do not focus on common core company commander preparation (Phase I). Our mission is to provide you with the tools to be a confident and competent Ordnance Company Commander and staff officer and make an immediate positive impact on your unit.
- 2. What you get out of Phase II **is directly proportional** to what you put into it.
- 3. We do not have an opportunity for make up class; therefore, appointments during scheduled class are highly discouraged.
- 4. You have two ammunition and two maintenance exams during this phase and one mandatory professional writing assignment.
- 5. For all other questions call (410)278-4195 or email me at timothy.mcdonald@us.army.mil.

GO ORDNANCE!

